



THAYER ELEMENTARY SCHOOL

2022-2023

This School Handbook belongs to:

Name: _____

Address: _____

City/Town: _____

Phone #: _____

Student #: _____

Homeroom Teacher: _____

THAYER ELEMETNARY SCHOOL

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Thayer, Missouri 65791
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INTRODUCTION

THAYER R-II DISTRICT MISSION STATEMENT & PHILOSOPHY

“Together We Provide the Foundation for Lifelong Learning”

THE THAYER R-II SCHOOL DISTRICT:

- Believes education provides opportunities for maximum development and achievement of each individual.
- Encourages individuals to become productive and responsible citizens of our democratic society
- Creates a learning environment that encourages individual motivation.
- Believes that self-discipline and personal responsibility are essential to learning.
- Encourages parent/guardian/caregiver involvement along with community involvement as essential parts of a quality educational system.

PURPOSE OF HANDBOOK/PLANNER

The purpose of this handbook is to communicate the expectations, rules, and policies that govern our school. Students are encouraged to use the planner section to record upcoming assignments, test dates, and activities as an organizational tool. Parents are urged to carefully review and discuss the content within this handbook/planner with their child throughout the school year.

MESSAGE FROM THE PRINCIPAL

Welcome to Thayer Elementary School! We are excited to have you as a member of our school family and look forward to what this school year has to offer.

At Thayer Elementary School, we have high expectations for our students and staff. We are committed to providing students with a safe, quality learning environment and our faculty strives to be a positive example for students. We will make every effort to serve all of our students to the best of our abilities. Our goal is that students will leave Thayer Elementary School with the skills, work ethic, and confidence necessary to be successful in the future.

The information in this handbook has been designed to help students and parents. Please take time to read each section so that you can become familiar with the expectations and regulations that govern our school. We believe that a strong education takes teamwork between the parent, our school, and the student.

We look forward to watching your child develop as a student and as a responsible citizen in the years to come. Please feel free to contact me anytime if you have questions.

~ Jason Andrews

THAYER R-II DISTRICT STAFF

Ms. Tonya WoodsSuperintendent of Schools
Ms. Megan Breedlove.....Secretary to the Superintendent
Mr. Alan Pender.....School Board President
Mr. Bill Honeycutt.....School Board Vice-President
Ms. Karen Cotham.....School Board Secretary
Mr. Jared Underwood.....School Board Treasurer
Mr. Bill Franz.....School Board Member
Ms. Deanna King-Smith.....School Board Member
Mr. Mike Morris.....School Board Member
Ms. Andrea Nicholson.....District Technology Coordinator
Ms. Betty Shrable.....District Special Education Director
Mr. Terry Tillman.....Transportation & Grounds
Ms. Nina Crase.....District Food Service Director

THAYER ELEMENTARY STAFF

Mr. Jason AndrewsElementary School Principal
Ms. Amber LeonardInstructional Coach/Curriculum Director
Ms. Megan Pitts Counselor
Ms. Traci WillisonNurse
Ms. Anita MassicAdministrative Assistant
Ms. Beth WiggsAdministrative Assistant
Ms. Cindy Garrison.....Pre-K
Ms. Janey ThompsonECSE Pre-K
Ms. Amanda Howerton Kindergarten
Ms. Amy LowtherKindergarten
Ms. Jessica Smith..... Kindergarten
Ms. Mandy Freeman First Grade
Ms. Tammy Hufstedler First Grade
Ms. Shelby Long First Grade
Ms. Kayla SiscoSecond Grade
Ms. Jade Spangler Second Grade
Ms. Gina Stone.....Second Grade
Ms. Danielle Brown Third Grade
Ms. Keesha Cotham Third Grade
Ms. Lacey Sorrell..... Third Grade
Ms. Kim Davis Fourth Grade
Ms. Hannah Hurst Fourth Grade
Ms. Brittani Van Winkle Fourth Grade
Ms. Alicia Burke Fifth Grade ELA
Mr. Jesse Ortiz..... Fifth/Sixth Grade Science
Ms. Whitney Vogler..... Fifth Grade Math
Ms. Marilyn Jerome Fifth/Sixth Grade Social Studies
Ms. Marcia Kerley Sixth Grade Math
Ms. Nikki Thornton.....Sixth Grade ELA
Ms. Olivia Russell..... Speech
Ms. Leah Rolen Technology
Ms. Sheri Bunch.....Art
Ms. Rachel Holthaus.....Health/PE
Ms. Carolyn Lowery Librarian
Mr. Jason RehmBand
Ms. Sydney Rehm.....Music
Ms. Abbie Hancock.....Special Education
Ms. Tammy Dorton..... Special Education
Ms. Angie LohmanSpecial Education
Ms. Amy Martin..... Special Education
Ms. Jennifer SeibertSpecial Education
Ms. Brenda Bennett.....Title I Reading
Ms. Jennifer Crawford Title I Math
Ms. Karen Gates..... Aide
Ms. Samantha Hargus Aide
Ms. Valerie Magnuson..... Aide
Ms. Diana Street..... Aide
Ms. Mary White Aide
Mr. Steve WilliamsCustodian
Mr. Darrell Wade Custodian

ENROLLMENT AND WITHDRAWN

SCHOOL HOURS

Students should not arrive on campus and school doors will not open until 7:30 AM. The school day begins at 8:00 AM and ends at 3:10 PM.

ENROLLMENT AND WITHDRAWING FROM SCHOOL ENROLLMENT OF NEW STUDENTS

New students will be required to register in the office accompanied by a parent or court-appointed legal guardian. The parent or guardian must establish proof of residency and supply current immunization records before the child may attend. Students who are serving a suspension or who have been expelled from their previous school will not be allowed to enroll at Thayer Elementary School until the term of the suspension or expulsion has expired. The registration process may require the parent or guardian to provide a sworn statement indicating whether the student has been expelled from school for the use of weapons, alcohol, drugs, or the willful infliction of injury to another person. **Any person submitting false information pertaining to proof of residency or expulsion is a misdemeanor and may be subject to legal action.** The registration requirements may not apply to a homeless child; children who are wards of the state; or children with disabilities.

KINDERGARTEN AND FIRST GRADE ENTRY

A child is eligible for admission to Kindergarten if the child reaches the age of five (5) before the first day of August of the school year beginning in that calendar year. A child is eligible for First Grade when they reach the age of six (6) before the first day of August of the school year beginning in that calendar year. More information concerning Kindergarten and First Grade entry can be found in Section 160.053, RS Mo.

HOME SCHOOL STUDENTS

Homeschooled students who enroll at Thayer Elementary School will be required to take the I-Ready Reading and Math Test to help determine their grade-level placement. The student's age and prior retention status will also be considered in determining grade-level status.

TRANSFER STUDENTS

Grades will be given for transfer students from this district to their new school district without regard to absences. It will be the student's new school's responsibility to determine grade placement. Students new to this district will fall under our policy on their first day of classes.

Students who are enrolled in this district, transfer out and then return to this district will have their prior attendance records apply to the current semester.

WITHDRAWING FROM SCHOOL

Students moving to another school district must withdraw from school. Parents may withdraw their child from school by notifying the office and completing the necessary paper work. Parents are encouraged to enroll their child into a new school as quickly as possible. The MO Department of Family Services may be contacted if the child has not been enrolled into a new school within ten (10) days from withdrawing from Thayer Elementary School. No records will be sent to another school until all books and school property are returned and all bills are paid. (Board Policy JEA)

ATTENDANCE POLICY

ATTENDANCE PHILOSOPHY

There is no better predictor of student academic success than regular, punctual attendance. The attendance procedures of TES are established to encourage and enforce good attendance habits. Parents, guardians, students, and the Thayer R-II School District all share in the responsibility of encouraging regular attendance. When students miss school, regardless of the reason, they miss an educational opportunity, which is lost forever. We believe students who learn the value of and demonstrate a pattern of good attendance and punctuality will be better prepared for the attendance requirements placed upon them as High School students and as adults, where they may find that poor attendance leads to job dismissal and subsequent loss of income. For this reason and in conjunction with the Missouri Compulsory Attendance Law (167.031 RSMO), student attendance will be closely monitored and intervention strategies implemented if necessary.

ABSENCES

Excessive absenteeism is defined as missing eight (8) or more regular school days during a semester (for other than school sanctioned activities). TES will honor the following procedures for students who are absent from school and implement the intervention strategies listed below:

- The parent/guardian will receive a phone call before lunch each time their child is absent from school.
- Attendance letters will be mailed to parents each time a student misses four (4) or more days of school within a semester.
- If a student exceeds the attendance policy, the student will be assigned attendance remediation and may be ineligible to attend school trips or other incentive events until the absences have been made up.
- Students who exceed ten (10) absences within a semester may be reported to the Missouri Department of Family Services or Juvenile Authorities on the basis of educational neglect.

PARENT NOTIFICATION WHEN ABSENT

When a student is absent from school and there has been no communication to verify an absence before lunch, parents will be contacted byphone through the School Messenger system. School Messenger is an automated phone call that allows the school district to quickly communicate important school information to parents and staff. Thayer Elementary School will mail attendance letters to parents when a student is absent four or more days of school within a semester.

ADMIT SLIP

Students who arrive late to school should report to the office to get a late admittance slip. All written documentation, verification, or documentation in reference to the absence must be furnished to the office at this time. A lack of this information implies that the student has no documentation. A PHONE CALL IS NOT ACCEPTABLE IN LIEU OF PAPERWORK FOR ANY ABSENCE.

TARDY, LATE TO SCHOOL AND EARLY CHECKOUTS

Punctual attendance is both a sign of respect towards the teacher and other students in the classroom, as well as a demonstration of the importance of being a responsible student. Students who are consistently tardy, late, or check out early from school miss meaningful information, may disrupt the teacher's instructional time, and may cause other students to lose focus. Each tardy and early check-out will be recorded in the students' attendance history and the student may be subject to disciplinary action.

HOMEBOUND

Students whose illnesses, conditions, or injuries necessitate an absence of three (3) or more consecutive school days may be coded as homebound, and this will not count against a student's attendance. For a student to be coded as homebound, the parent or guardian must provide the proper documentation from a licensed physician. Students will not be allowed to attend school sanctioned activities or events while homebound. Parents or guardians may request and pick up make-up work during their child's homebound period.

MAKE-UP WORK DURING ABSENCES

When a student is absent from school, classroom work for the days missed is still expected to be completed. The parent is encouraged to contact their child's teacher to collect missing assignments if it is anticipated that the child will miss more than one consecutive day. Missed work due to absences will be required to be completed and turned in no later than three (3) days after the student returns to school.

ATTENDANCE REMEDIATION

Students absent nine (9) or more days within a semester will be assigned attendance remediation. The purpose of attendance remediation is to allow students who exceed the attendance policy to recuperate those missing hours, as well as motivate students to attend school regularly.

Students will be required to serve two (2) hours of attendance remediation for every day that exceeds eight (8) absences within a semester. For example, if Jared misses nine (9) days of school first semester, he would be required to serve two (2) hours of attendance remediation. If Jared misses ten (10) days, then he would be required to make up four (4) hours of attendance remediation, and so on.

Attendance remediation will begin at 3:30 PM and end at 4:30 PM. Students will be supervised by a teacher and work on homework or missing assignments. Parents and guardians will be responsible for providing transportation following remediation and are encouraged to pick their child up at 4:30 PM from the lobby. Students who do not make up the prescribed hours may be required to attend Summer School and will not be eligible to attend Field Trips and/or other incentive opportunities.

SCHOOL SANCTIONED ACTIVITIES AND FIELD TRIPS

School sponsored activities and field trips are excused and will not count against a student's total attendance.

PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

All students not in attendance for a full day of classes will not be permitted to participate in any after school-sponsored activity unless permission is obtained from the Principal. Students who are coded as homebound, or who are serving a Out-of-School Suspension (OSS) will not be allowed to attend after school events until the suspension has been served.

ACADEMICS

GRADE REPORTS

Grade reports provide vital information for students, parents, and teachers to strengthen both learning, as well as teaching. Grading helps pinpoint what learning goals have been met and assists in determining whether a student is ready to move forward or needs additional practice. Teachers will communicate students' progress on a consistent, routine basis. Parents and guardians are encouraged to frequently monitor their child's progress and contact their child's teacher, or the office if questions arise. Quarter grade reports will be issued at the end of each quarter.

STATE ASSESSMENTS AND PROGRESS MONITORING

Thayer Elementary School will implement the components of the Missouri Assessment Program (MAP) in order to monitor the progress of students in grades 3-6 in meeting the Show-Me-State Standards set forth by the Missouri State Board of Education. Students in grades K-2 will take the iReady Diagnostic Exam to monitor their progress. A schedule and additional information will be sent home with students prior to testing in the spring. All students will be expected to participate (Board Policy IL).

RETENTION POLICY

Thayer Elementary School is dedicated to the educational development and growth of all students. School personnel has a responsibility to place students at a level that will promote academic, social, and emotional growth and success. There may be times where a student has not mastered the required grade-level skills and would benefit from repeating their current grade-level. Teachers are expected to communicate with parents throughout the school year if retention is anticipated. An academic team consisting of the teacher, support staff, counselor, and principal will review and discuss the student's academic performance, age, and social maturity to determine if the student is prepared for the next grade-level. A recommendation of retention will be presented to the parents or guardians if necessary. If the academic team recommends that the student would benefit from retention and the parent does not agree, we will honor the parents request to move the child to the next grade-level. However, if the student is below grade-level and does not maintain the necessary skills the following year, then the decision to retain will be determined by school officials.

SUMMER SCHOOL

Summer School is a four (4) week program that offers elementary students additional enrichment activities and extended learning opportunities that, due to time constraints, may not be possible during the regular school setting. Parents are responsible for transportation to and from Summer School. Breakfast and lunch will be provided for students who attend Summer School. Field trips or other incentive events will be scheduled at the close of each week to reward students who have given effort, attended classes regularly and maintained good discipline throughout the week.

READING RETENTION

Missouri Senate Bill 319 states that school districts must assess the reading ability of all students in third (3rd) through sixth (6th) grades. The purpose of this legislation is to identify students who

struggle with reading and assist them if they score one grade level below their recommended reading standard. Students who score below reading level in grades four (4) – six (6) must have a reading improvement plan developed. Students in the fourth (4th) grade who are reading below third (3rd) will be required to have summer reading instruction—the student must be assessed again at the end of Summer School.

Students in the third (3rd) grade who are reading below second-grade level may be required to attend Summer School as a condition for promotion to the fourth (4th) grade. Students in the fourth (4th) grade reading below a third (3rd) grade reading level will be retained. Senate Bill 319 also states that, "No student will be denied promotion more than once solely for inability to meet reading standards set out in this law".

SCHOOL SAFETY

SAFE SCHOOLS ACT

The "Safe Schools Act" (HB 1301 & 1298, 1996) establishes the crime of "assault while on school property." The act also makes assault while on school property a class D felony. A person commits

the crime of assault while on school property if the person knowingly causes physical injury to another person; or with criminal negligence, causes physical injury to another person by means of a

deadly weapon; or recklessly engages in conduct which creates a grave risk of death or serious physical injury to another person; and the act occurred on school or school district property, or in a vehicle that, at the time of the act, was in the service of a school or school district, or arose as a result of a school or school district sponsored activity.

All violations of the Safe Schools Act will be reported to the Police and/or Sheriff's Office.

SCHOOL PROTECTION OFFICER (SPO)

In order to promote a safe learning and work environment for students and staff, the Thayer R-II School District has designated one or more District Employees as School Protection Officers (SPO's).

The primary duty of the SPO is to respond to life threatening situations where a weapon might be necessary to protect individuals or District property. SPO's have the authority to detain or use reasonable force against any person on school property in accordance with the law and the officer's training. (Board Policy ECA-2-AD (2))

WEAPONS AT SCHOOL

The possession or use of a weapon by any person, except where authorized by law, is prohibited in all school buildings, on or about school grounds and at all school activities. A weapon shall be defined as any instrument or device used for attack or defense against an opponent, adversary or victim; or any instrument or device used to inflict physical injury or harm to another person. Violators of this policy may be referred to the appropriate legal authorities. In addition, any student who violates this policy will be subject to suspension and /or expulsion from school.

In accordance with federal law, any student who brings or possesses a firearm (as defined in 18 U.S.C. 921) on school property will be suspended from school for at least one calendar year. The Superintendent of Schools may modify the suspension on a case-by-case basis upon recommendation.

EMERGENCY DRILL TRAINING

The Thayer R-II School District has developed emergency drills for fires, tornadoes, bus emergencies, earthquakes and active shooter/armed intruder situations. Instruction on all emergency drills shall be given early in the school year and emergency drills shall be held regularly throughout the year. (Board Policy EBC, EBCA, ECA)

VISITORS TO THE BUILDING

In order to protect instructional time and maintain a safe learning environment, all parents and visitors must report to the main office when they arrive, sign-in, and openly display a visitor's badge before proceeding into the building. All visits should be pre-arranged with the teacher or office, and occur during the teacher's plan period to avoid interrupting the instructional process. The Principal has the right to refuse visitation rights to any person.

LEAVING SCHOOL GROUNDS

The school day begins when a student arrives on the school grounds or steps onto school transportation. Students who leave school grounds during the school day must be checked out through the office and signed out by a parent or guardian.

CHILD CUSTODY ISSUES

Both natural parents of a student have the right to access their child's records if the student is under 18 years of age regardless of the parents' marital status unless a court order or divorce decree specifically removes one parent's rights to have knowledge of and/or participate in the child's education. Visitation schedules and parenting plans are agreements between parents and are not binding on the school district. The school will release a student to either parent unless otherwise directed by a valid court order. School is not the location to settle custody disputes between parents or other parties and will not be permitted on campus.

ANIMALS AT SCHOOL

Animals are not allowed on district property, including district transportation, except in accordance with law and policy related to service animals. All service animals must have a tether and be under the control of their handler. Service animals will not be allowed on district property if they are unsafe or interrupt the educational process. **NOTE: It is a crime by law to misrepresent a pet as a service dog (Policy ECG).**

SCHOOL TRANSPORTATION

AFTER SCHOOL TRANSPORTATION ARRANGEMENTS

To ensure that all students make it safely to their intended destination after school, it is important to follow a routine schedule. The following after school transportation options are:

Ride the School Bus	Boys & Girls Club
Parent Pick-Up Line	Tutoring or STEM Academy
Detention	Attendance Remediation

Transportation changes should only be made if an emergency arises. If a situation arises during the school day where the routine will change, please contact the office **no later than 2:30 PM**. Parents or guardians are encouraged to send a note to their child's teacher for planned transportation changes. Last minute changes can often result in confusion for the student, staff, and care takers, and possibly put the student's safety at risk. Parents or guardians who consistently make last second transportation request will be asked to meet with a school administrator to create a solution.

SCHOOL BUS TRANSPORTATION

Parents must provide a primary address of where their child may be transported to/from by the school bus. A secondary address should also be included in the event of an emergency. All bus routes and bus assignments will be determined by the school district and maybe subject to change. Students must have a bus pass from the office in order to ride a bus not assigned to them. To ensure student safety, parents are encouraged to be present at the bus stop when their child is picked up or dropped off. Parents are not allowed to board the school bus, but may call the office to discuss transportation concerns. (Board Policy EEA and EEAB)

SCHOOL BUS SAFETY RULES

BOARDING THE BUS

- Be at the bus stop on time
- While waiting for the bus, stay away from traffic and stay alert
- Stay away from the street, alleys or private property
- Wait until the bus has come to a complete stop and doors open before approaching the bus
- Board the bus one at a time, use the handrail while walking up the steps
- Quickly find a seat

BEHAVIOR ON THE SCHOOL BUS

- Do not speak loudly or make loud noises that could distract the driver
- Stay in your seat and face forward at all times
- Never throw things or distract the driver
- Do not put your head, limbs or other items out of the window
- Keep the aisle clear of books, bags or other items
- Balloons, or other items that may block the drivers view, are not allowed on the bus
- Collect your belongings together before reaching your stop
- Wait until the bus completely stops before getting up from your seat
- Always follow the bus driver's directions

EXITING THE SCHOOL BUS

- Use the handrail when exiting
- If crossing in front of the bus, walk at least 10 feet away from the front bumper or until you can see the driver
- Wait for the driver to signal before crossing
- Always walk, do not run to the other side of the road
- When the driver signals, look left, right, then left again—Keep an eye out for traffic
- If you drop something near the bus, never pick it up without first communicating with the bus driver
- If your vision is blocked, move to an area where you can see other drivers and they can see you
- Retrieving mail from your mailbox after being unloaded is highly discouraged

Bus Safety Rules created from the National Safety Council and Missouri Department of Social Services

HEALTH INFORMATION

IMMUNIZATION OF STUDENTS

It is the policy of the Thayer-RII School District that all students attending the District shall be immunized in accordance to the law.

The District will not allow a student to attend school until the District has satisfactory evidence on file demonstrating that the student has been immunized, that the immunization process has begun and satisfactory progress is being accomplished or that the student is exempted from obtaining immunizations in accordance to law.

Exemptions such as religious, medical, homeless status, etc. will apply in accordance to law. (Board Policy JHCB)

MEDICATION POLICY

Parents are encouraged to give medications to their child at home before they come to school if at all possible. However, if a licensed physician orders medication to be given during school hours, the medication will be administered by a registered nurse professional. All over-the-counter and prescription medications are to be brought to the school by the student's parent or guardian if the student needs to take the medication during school hours. Medications must be in their original containers. The school will not send medication home with a student. The parent or guardian must pick up their child's medication from school.

PRESCRIPTION MEDICATIONS

When a student is to receive medication during school hours, the parent or guardian must provide the medication in the original prescription bottle plainly marked with the following information:

Student's name
Physicians' name
Date prescribed
Name of medication
Purpose of medication
Time to be administered
Dosage

The school must have written permission from the parent or guardian to give the medication and the proper request form completed. Parents are encouraged not to bring more than one week's supply to school at a time, unless other arrangements have been approved by the School Nurse.

OVER-THE-COUNTER MEDICATIONS

Over-the-counter medications will be given when accompanied by a written request from a parent or guardian. This request must include the date, dosage, and the time the medication is to be administered. All medicines must be properly identified and in their original containers. Do not send any medications in envelopes, plastic wraps, lunch boxes, etc. Administration of medications will be the responsibility of the school only if the school's Medication Policy is followed.

SICK AT SCHOOL

The school nurse or office staff will notify the parent/guardian if a student is vomiting, has diarrhea, or has a temperature of 100 degrees or more. In order to prevent other students from becoming sick, students who are ill will be sent home. Parents are encouraged to provide the school nurse with the very latest contact information, so that if an emergency arises, they can be quickly contacted.

HEAD LICE POLICY

Students will be examined as needed for the presence of head lice or nits. If head lice or nits are found, the student will be sent home as soon as possible. A letter and treatment information will be sent home with the child as well. The student will only be allowed to return to school when:

The student's hair has been treated with an approved Pediculicide for the prescribed duration

The student has been approved by the School Nurse to return to class

All nit and lice are no longer present

CLASSROOM TREATS OR SNACKS

Due to the health risks associated with certain food allergies, homemade treats or snacks are not allowed at Thayer Elementary School. Only commercially packaged items or sealed bakery goods purchased at stores will be allowed during school hours.

AWARDS AND INCENTIVE EVENTS

INCENTIVE OPPORTUNITIES

In order to reward academic achievement, regular attendance at school, and positive behavior, students will have an opportunity to earn special privileges or participate in a variety of incentive activities throughout the school year. Students are encouraged to give their best effort, attend school regularly, and treat others with respect to earn a chance to attend these events.

CLASS FIELD TRIPS

Class Field Trips provide students with “real-life” educational experiences that they may not encounter in the regular classroom setting. Students are expected to be responsible and respectful throughout the course of the year in order to participate. To qualify for Class Field Trips, students must:

- Not have more than three (3) recorded office referrals for the semester
- Not currently be serving Out-of-School Suspension (OSS)
- Not missed more than eight (8) days of school for the semester (unless days have been made up through attendance remediation)
- Have paid all fines and fees where they do not exceed \$25

Permission slips must be signed by the parent/guardian and returned by the designated deadline to attend (written permission must be provided). Students will be required to ride the school bus to the trip destination. However, parents are welcome to sign their child out to ride home with them following the Field Trip.

AWARDS CEREMONY

The Elementary school awards ceremony will take place at the close of the school year to celebrate student academic achievements and other accomplishments. Parents are welcome and encouraged to attend the Awards Ceremony.

PRINCIPAL’S ADVANCED LIST

Students demonstrating academic excellence by earning all 4’s, or all A’s in all subjects on quarterly grade reports will be recognized on the Principal’s Advanced List. A list of honor students will be recognized at the Awards Ceremony at the close of the school year.

EXCELLENT ATTENDANCE

Excellent Attendance will be recognized at the end of each quarter and at the Awards Ceremony at the end of the year. To earn excellent attendance at the Awards Ceremony, students must not have accumulated more than eight (8) absences, tardies, and early check-outs for the entire school year. School sanctioned events are excluded; however, all other absences will apply.

PERFECT ATTENDANCE

Perfect Attendance will be acknowledged at the end of each quarter and during the Awards Ceremony at the close of the school year. For a student to achieve perfect attendance they must be at school every second school is in session. School sanctioned events are excluded.

GENERAL INFORMATION

MEALS

The district will comply with USDA regulations for the National School Lunch Program and School Breakfast Program. The cost of student lunches is \$2.50 and \$1.50 for breakfast. Lunch balance statements will be mailed to parents at the end of each month and parents are expected to have lunch balances paid in full by the end of the school year. Parents are encouraged to complete and submit free & reduced lunch forms if they feel they may qualify. The forms are kept highly confidential, and can be obtained and submitted to the Elementary office.

CAFETERIA, FOOD, AND DRINKS

All food and drinks should be consumed in the cafeteria. Students are also expected to practice responsibility by disposing of all empty food and drink containers in the trash cans provided. Students must remain in the cafeteria until they are dismissed by a teacher, and will not be permitted to go into areas where classes are being held during lunchtime. Gum, candy, and other food items may be consumed in the classroom only if the teacher gives permission. However, these items are not allowed in other areas of the building or on the playground except under special circumstances communicated by the Principal.

DRESS CODE

Proper attire is both a sign of respect toward others as well as a sign of self-respect. All students are expected to come to school in shoes and clothing that are clean, modest, and in functional condition. Attire worn should be conducive to learning and not interfere with the learning process or the safety of others. Students who do not comply with the dress code may be asked to change their attire. Disciplinary action may result if consistent dress code violations occur.

BIRTHDAY PARTIES

Students are allowed to bring commercially purchased snacks to share with their homeroom class to celebrate birthdays. Birthday snacks may be brought to the classroom by the student, or dropped off in the office by parents. **In order to protect instructional time, birthday parties at school are limited to students and teachers only.**

PERSONAL ELECTRONIC DEVICES

Personal electronic devices including but not limited to cell phones, mp3 players, smart watches, etc. are discouraged from being brought to school. Electronic devices at school can create disruptions and the school will not be responsible for stolen or broken items. Electronic devices must be turned off and stored in backpacks while students are at school. Electronic devices may only be used on the school bus at the discretion of the bus driver or supervisor.

Unless cheating is involved, students will have their device confiscated by the office on the first offense of misuse, and the student will have a conference with the principal. The student may retrieve their device from the office at the close of the school day. However, if additional offenses occur, the office will confiscate the device and only the parent or guardian can retrieve it. Disciplinary action will result for repeated misuse.

Students who need to contact parents for legitimate reasons approved by a teacher, may do so by using a school telephone. Messages can be relayed to a student through the elementary office, if necessary.

SCHOOL CANCELLATIONS OR UNSCHEDULED DISMISSALS

In case of inclement weather or if an emergency situation arises, parents will be notified by *School Messenger*. Information will also be supplied by our local radio station—*K-Kountry 95*, area television stations and will be posted on the school Facebook page. All efforts to notify parents will be attempted by the methods listed above, however parents are encouraged to discuss arrangements with their child each year if an emergency does arise.

SCHOOL PROPERTY AND EQUIPMENT

Students who are assigned school materials (including tablets, laptops and other electronic devices) will be responsible for those items. Damage or destruction to school property will result in disciplinary consequences and restitution to the district.

TECHNOLOGY USAGE

Students must have an updated Internet/Technology Use Agreement on file before using school technology such as computers, Internet, video cameras, etc.

SALE ITEMS

Sales programs designed to make a profit are restricted to school organizations only. No other organization or individual may sell items on the school property.

BOYS AND GIRLS CLUB

Boys & Girls Club of the Greater West Plains Area provides a child care program on the Thayer Elementary School Campus. This program is available after school Monday through Friday until 6:00 PM, as well as throughout summer break. Boys & Girls Club offers a variety of activities such as homework help and tutoring, STEM based projects, physical activities promoting healthy lifestyles, and much more. Students ages 6-17 are eligible to participate. Students can be registered at www.bgcwp.com.

SOUTHERN MISSOURI COMMUNITY HEALTH CENTER—SCHOOL BASED HEALTH CLINIC

Southern Missouri Community Health (SMCH) offers a School Based Health Clinic at Thayer Elementary School on select days of the week. A Family Nurse Practitioner (FNP) is available for same day appointments, physical exams, health checkups, urgent care needs and a variety of other health services from 8:00 AM to 12:00 PM on Mondays and Wednesdays of each week. The School Based Clinic also offers a Licensed Clinical Social Worker (LCSW) to meet students individualized counseling needs for students ages 8 years old and up, each Tuesday from 8:00 AM to 12:00 PM.

STUDENT EXPECTATIONS

STUDENT EXPECTATIONS

At all times, students are expected to conduct themselves in a respectful manner and be courteous to their peers, teachers, and staff. Thayer Elementary students are expected to:

- Respect self, others and property—profanity, disruptive behavior, and/or public displays of affection are not conducive to the academic atmosphere needed for learning.
- Know and follow all school and classroom rules, policies and procedures.
- Attend all classes regularly and on time.
- Prepare for each class with appropriate materials and assignments.
- Dress and groom appropriately.
- Participate in projects of your class and organizations as needed.
- Find out what work or assignments have been missed and complete the work in a timely manner.

- Keep toys, trading cards, or other items that may cause a distraction at home.
- Cooperate with the Principal, District Staff, and Law Enforcement in the investigation of disciplinary cases and volunteering known information relating to serious offenses.

When positive efforts have not succeeded in correcting a student whose behavior interferes with the educational and/or activity programs at Thayer Elementary School, the following corrective measures (in relative order of severity) may be authorized:

- Warning
- Principal/Student Conference
- Loss of Privilege
- Detention
- Restitution (in case of vandalism, property damage, or theft)
- Bus Suspension
- Corporal Punishment (SWATS)
- Out-of-School Suspension (OSS)
- Expulsion or Long-Term Suspension
- Repeat offenses and/or more severe offenses will result in more severe consequences

MAJOR DISCIPLINARY ACTIONS

The following major corrective measures that may be issued by the Principal or Administration are defined as follows:

- **Corporal Punishment** – Swats will be administered with a wooden paddle on the buttocks. No more than three (3) swats will be given to one student per day. In all instances, the parent or guardian will be contacted, a certified staff member will witness the corrective action, and the event will be properly documented (160.261, RS Mo).
- **Out-of-School Suspension (OSS)** – Students suspended from school will not be allowed to attend extra-curricular activities or be on school property until the suspension has been served. After reviewing the case, the Principal will notify the parent/guardian of the incident and decision. Recommendations by the Principal to suspend a student more than ten (10) days will be presented to the Superintendent for review.
- **Expulsion or Long-Term Suspension** – For severe disciplinary infractions, the Superintendent may long-term suspend a student for up to 180 days. Only the School Board may suspend or expel a student for more than 180 days. All long-term suspensions or expulsions will follow the procedures described in School (Board Policy JGD).

STUDENT DISCIPLINE

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

- This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law. (Board Policy JG, JG-R, JG-R1)

REPORTING TO LAW ENFORCEMENT

It is the policy of the Thayer R-II School District to report all crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF. The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the district is aware is under the jurisdiction of the court. (Board Policy JGF)

DOCUMENTATION IN STUDENT'S DISCIPLINE RECORD

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with the law. (Board Policy JGF).

CONDITIONS OF SUSPENSION, EXPULSION AND OTHER DISCIPLINARY CONSEQUENCES

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate. In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one (1) of the following conditions exist:

- The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
- The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
- The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences.

PROHIBITED CONDUCT

The following are descriptions of prohibited conduct as well as potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

ACADEMIC DISHONESTY

Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

- First Offense: No credit for the work, grade reduction, replacement assignment, or Principal/Student conference.
- Subsequent Offense(s): Loss of privileges, detention, corporal punishment, 1-180 days
- OSS or expulsion. Restitution where appropriate.

ARSON

Starting or attempting to start a fire, or causing and/or attempting to cause an explosion.

- First Offense: 1-180 days OSS, or expulsion. Restitution if appropriate.
- Subsequent Offense(s): 1-180 days OSS or expulsion. Restitution if appropriate.

ASSAULT

Hitting, striking and/or attempting to cause injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring another person.

- First Offense: Loss of privileges, detention, corporal punishment, 1-180 days OSS, or expulsion.
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS, or expulsion.

Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury to another.

- First Offense: Expulsion.

BULLYING AND CYBERBULLYING (see Board policy JFCF)

Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to, physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm.

Students will not be disciplined for speech in situations where the speech is protected by law.

- First Offense: Loss of privileges, detention, corporal punishment or 1-180 days OSS.

- Subsequent Offense(s): 1-180 days OSS or expulsion.

BUS OR TRANSPORTATION MISCONDUCT (see Board policy JFCC)

Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school.

- First Offense: Warning, detention, corporal punishment, or bus suspension.
- Subsequent Offense(s): Corporal punishment or revocation of transportation privileges.

DISHONESTY

Any act of lying, whether verbal or written, including forgery.

- First Offense: Nullification of forged document. Principal/Student conference, loss of privileges, detention, or corporal punishment.
- Subsequent Offense(s): Nullification of forged document. Detention, corporal punishment, or 1-180 days of OSS.

DISRESPECTFUL OR DISRUPTIVE CONDUCT OR SPEECH (see Board policy AC if illegal harassment or discrimination is involved)

Verbal, written, pictorial or symbolic language and/or gestures that are/is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-10 days OSS.
- Subsequent Offense(s): Detention, corporal punishment, 1-180 days OSS, or expulsion.

DRUGS/ALCOHOL

Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation. (Board Policy JFCH, JHCD)

- First Offense: Loss of privileges, detention, corporal punishment or 1-180 day OSS.
- Subsequent Offense(s): 1-180 days OSS, or expulsion

Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substance Act.

- First Offense: 1-180 day OSS or loss of privileges.
- Subsequent Offense(s): 1-180 days OSS, or expulsion

Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation, controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substance Act.

- First Offense: 1-180 day OSS or loss of privileges.
- Subsequent Offense(s): 1-180 days OSS, or expulsion.

EXTORTION

Threatening or intimidating any person for the purpose of obtaining money or anything of value.

- First Offense: Principal/Student conference, loss of privileges, detention or corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS, or expulsion.

FAILURE TO MEET CONDITIONS OF SUSPENSION, EXPULSION OR OTHER DISCIPLINARY ACTION

Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences." As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

- First Offense: Principal/Student conference, loss of privileges or 1-180 days OSS.
- Second Offense(s): Corporal Punishment, 1-180 days OSS, or expulsion.

FALSE ALARMS (see also "Threats or Verbal Assault")

Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

- First Offense: Restitution. Principal/Student conference, loss of privileges, detention or corporal punishment, OSS, or expulsion.
- Subsequent Offense(s): Restitution. 1-180 days OSS, or expulsion.

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FIGHTING (see also, "Assault")

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS, or expulsion.

GAMBLING

Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-10 days OSS.
- Subsequent Offense(s): Loss of privileges, detention, corporal punishment, or 1-180 days OSS.

HARASSMENT, INCLUDING SEXUAL HARASSMENT

Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic. (Board Policy AC)

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, 1-180 days OSS or expulsion
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS or expulsion.

Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

- First Offense: 1-180 days OSS, or expulsion, loss of privileges, detention or corporal punishment.
- Subsequent Offense(s): 1-180 days OSS, or expulsion.

HAZING

Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing may occur even when all students involved are willing participants. (Board Policy JFCF)

- First Offense: 1-180 days OSS or loss of privileges.
- Subsequent Offense(s): 1-180 days OSS or expulsion.

INCENDIARY DEVICES OR FIREWORKS

Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

- First Offense: Confiscation. Principal/Student conference, loss of privileges, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Confiscation. Corporal punishment, ISS, or 1-10 days OSS.

NUISANCE ITEMS

Possession or use of toys, games, cell phones, MP3 players, smart watches and other electronic devices that are not authorized for educational purposes.

- First Offense: Confiscation. Principal/Student conference, or detention. Student may pick the device up after school in the office.
- Second Offense: Confiscation. Parents will be notified and may pick up the devices after school.

Third and Subsequent Offenses: Confiscation. Detention, parents will be notified and may pick up the device after school.

Devices may not be used during the hours of 7:30am—3:10 PM.

PUBLIC DISPLAY OF AFFECTION

Physical contact that is inappropriate for the school setting including, but not limited to, holding hands, kissing, hugging and groping.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Detention, corporal punishment, or 1-10 days OSS.

SEXTING AND/OR POSSESSION OF SEXUALLY EXPLICIT, VULGAR OR VIOLENT MATERIAL

Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

- First Offense: Confiscation. Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): Confiscation. 1-180 days OSS, or expulsion.

SEXUAL ACTIVITY

Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS or expulsion

TECHNOLOGY MISCONDUCT

Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device. (Board Policies EHB, KKB, EHB-AP)

- First Offense: Restitution. Principal/Student conference, loss of user privileges, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Restitution. Loss of user privileges, corporal punishment, 1-180 days OSS, or expulsion.

Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other electronic communication devices during the regular school day, including instructional class time, class change time, breakfast or lunch.

- First Offense: Confiscation, Principal/Student conference, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Confiscation, detention, corporal punishment, 1-180 days out-of-school suspension, or expulsion.

Use of audio or visual recording equipment in violation of Board policy KKB.

- First Offense: Confiscation. Principal/Student conference, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Confiscation. Detention, corporal punishment, or 1-10 days OSS.

THEFT

Theft, attempted theft or knowing possession of stolen property.

- First Offense: Return of or restitution for property. Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): Return of or restitution for property. 1-180 days OSS or expulsion.

THREATS OR VERBAL ASSAULT

Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, 1-180 days OSS, or expulsion.
- Subsequent Offense(s): Corporal punishment, 1-180 days OSS, or expulsion.

TOBACCO AND ELECTRONIC CIGARETTES

Possession of any tobacco product or electronic cigarette on district property, district transportation or at any district activity.

- First Offense: Confiscation of tobacco product/electronic cigarette. Principal/Student conference, loss of privileges, detention, corporal punishment, or OSS.
- Subsequent Offense(s): Confiscation of tobacco product/electronic cigarette. Corporal punishment, or 1-10 days OSS.

Use of any tobacco product or electronic cigarette on district property, district transportation or at any district activity.

- First Offense: Confiscation. Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-3 days OSS.
- Subsequent Offense(s): Confiscation. Corporal punishment, or 1-10 days OSS.

UNAUTHORIZED ENTRY

Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

- First Offense: Principal/Student conference, loss of privileges, detention, corporal punishment, or 1-180 days OSS.
- Subsequent Offense(s): 1-180 days OSS or expulsion

VANDALISM

Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students. (Board Policy ECA)

- First Offense: Restitution. Principal/Student conference, loss of privileges, detention, corporal punishment, 1-180 days OSS, or expulsion.
- Subsequent Offense(s): Restitution. Corporal punishment, 1-180 days OSS, or expulsion.

WEAPONS

Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo. (Board Policy JFCJ)

- First Offense: Loss of privileges, detention, corporal punishment, 1-180 days OSS, or expulsion.
- Subsequent Offense(s): 1-180 days OSS or expulsion.

Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

- First Offense: One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
- Subsequent Offense(s): Expulsion.

Possession or use of ammunition or a component of a weapon.

- First Offense: Corporal punishment, 1-180 days OSS, or expulsion.
- Subsequent Offense(s): 1-180 days OSS or expulsion.

BOARD POLICY AND PUBLIC NOTICES

BULLYING

In order to promote a safe learning environment for all students, the Thayer R-II School District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with Policy JG-R. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official.

In addition, district staff, coaches, sponsors, and volunteers shall not permit, condone or tolerate any form of hazing or bullying or plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying. District staff will report incidents of hazing and bullying to the building principal. The principal shall promptly investigate all complaints of hazing and bullying and shall administer appropriate discipline to all individuals who violate this policy. District staff who violate this policy may be disciplined or terminated.

The superintendent will provide for appropriate training designed to assist staff, coaches, sponsors, and volunteers in identifying, preventing and responding to incidents of hazing and bullying.

The district shall annually inform students, parents, district staff, and volunteers that hazing and bullying is prohibited. This notification may occur through the distribution of written policy, publication in handbooks, presentations at assemblies or verbal instructions by the coach or sponsor at the start of the season or program. (Board Policy JFCF)

FREE AND APPROPRIATE PUBLIC EDUCATION

All public schools are required to provide a free and appropriate public education to all students, including those attending private/parochial schools, beginning on the child's third birthday through age twenty (20), regardless of the child's disability. Disabilities include: learning disabilities, mental retardation, behavior disorders/emotional disturbance, speech disorders (voice, fluency, or articulation), language disorders, visually impaired, hearing impaired, physically/other health impaired, multi-handicapped, deaf/blind, autism, early childhood special education, and traumatic brain injury.

All public schools are required to provide parents the right to inspect and review personally - identifiable information collected and used or maintained by the District relating to their children. Parents have the right to request amendment of these records if they feel the information is inaccurate, misleading, or violates the privacy or other rights of their children. Parents have the right to file complaints with the U.S. Department of Education or the State Department of Education concerning alleged failures by the District to meet the requirements of the Family Educational Rights and privacy Act (FERPA).

The District has developed a Local compliance Plan for implementation of Special Education and this Plan is available for public review during regular school hours on days school is in session in the Office of the Superintendent of Schools.

Public schools in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth through age twenty (20) who reside in the District or whose parent/legal guardian resides in the District. This Census is compiled as of May 1 each year. This information is treated as confidential and submitted to the Missouri Department of Elementary and Secondary Education.

Information to be collected includes: name of each child, parent/legal guardian's name/address; birth date and age of each child; and each child's disability or suspected disability. Should the District fail to submit an annual census, the State Board of Education may withhold state aid until the census is submitted. If you have a child with a disability or know of a child with a disability who is not attending the public school, please contact your school district.

Tonya Woods, Superintendent – Thayer R-II Schools – (417) 264-4600.

MISSOURI HEALTH NET FOR KIDS PROGRAM

The Federal Children's Health Insurance Program (CHIP), part of the MO Health Net for Kids program, is a health insurance program for uninsured children of low-income families who do not have access to affordable health insurance. In order to qualify for this benefit program, you must be a resident of Missouri, under 19 years of age or be a primary care giver with a child under the age of 19, not covered by health insurance (including Medicaid), and a US national, citizen, legal alien, or permanent resident.

You may apply for this benefit online at: <https://mydss.mo.gov/> or call 1-888-275-5908 for more information. (Board Policy KB-AP1)

NONDISCRIMINATION

The Thayer R-II School District does not discriminate on the basis of race, color, religion, sex, national origin, ancestry, disability, or age in its programs, activities or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments

of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Boy Scout Act and Title II of the Americans with Disabilities Act of 1990.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Tonya Woods, Superintendent, 401 E. Walnut, Thayer, MO 65791. Phone: 417-264-4600. For further information on notice of non-discrimination, you may contact Kansas City Office, Office for Civil Rights, U.S. Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114. Phone: 816-268- 0550. Fax: 816-823-1404. TDD: 877-521-2172. (Board Policy AC)

NOTICE OF HOMELESS, FOSTER CARE MIGRANT & ENGLISH LANGUAGE LEARNING

Thayer R-II Schools is responsible for meeting the educational needs of an increasingly diverse student population by providing a wide range of resources and support to ensure that all students have the opportunity to succeed and are prepared for college and their future careers. The Thayer R-II School District has programs designed to help meet the unique educational needs of children working to learn the English language, students who are advanced learners, students with disabilities, homeless students, the children of migrant workers, and neglected or delinquent students. For more information, you may contact the Building Principal or Director of Special Services. (Board Policies IGBCB, IGBH, IGBE, and IGBCA)

PARENTS RIGHT-TO-KNOW

In accordance with federal law, (the Every Student Succeed Act of 2015, formerly known as the No Child Left Behind Act of 2001) the Thayer R-II School District is required to provide; in a timely manner, parents/guardians the following information upon their request:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas on which the teacher provides instruction
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- Whether your child is provided services by a paraprofessional and, if so, their qualifications.
- What baccalaureate degree major the teacher has and any other graduate certification(s) or degree(s) held by the teacher, and the field of discipline of the certification.

In addition to the information that parent/guardians may request, districts must provide to each individual parent:

- Information on the achievement level of the parent's child in each of the state academic assessments as required under this part; and
- Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified. (Board Policy GBL)

504 PUBLIC NOTICE

The Thayer R-II School District, as a recipient of federal financial assistance from the United States Department of Education and operates a public elementary or secondary education program and/or activity, is required to undertake to identify and locate every qualified person residing in the District who is not receiving a public education; and take appropriate steps to notify disabled persons and their parents or guardians of the District's duty.

The Thayer R-II School District assures that it will provide a free appropriate public education (FAPE) to each qualified disabled person in the District's jurisdiction regardless of the nature or severity of the person's disability. For purposes of Section 504 of the Rehabilitation Act of 1973, the provision of an appropriate education is the provision of regular or special and related aids and services that (i) are designed to meet individual educational needs of disabled persons as adequately as the needs of nondisabled persons are met and (ii) are based on adherence to procedures that satisfy the requirements of the 504 federal regulations. The Thayer R-II School District has developed a 504 Procedures Manual for implementation of federal regulations for Section 504 of the Rehabilitation Act, Subpart D. This Procedures Manual may be reviewed at any of the school buildings or the Central Office from 9:00 a.m. to 3:00 p.m. Monday through Friday. This notice will be provided in native languages as appropriate.

PUBLIC COMPLAINTS

The Board recognizes that situations of concern to parents/ guardians or the public may arise in the operation of the district. Such concerns are best resolved by addressing them at the level where the concern originated through communication with the appropriate staff members. The administration has developed procedures for addressing those issues, copies are available at each building. Any concern regarding federal programs administered by the Missouri Department of Elementary and Secondary Education (DESE) may also be appealed to DESE or the US Department of Education as permitted or required by law.

If a complaint has been made and appealed in accordance with administrative procedures, the parent/guardian or member of the public may appeal the issue to the Board by submitting a written request to the superintendent or the secretary of the Board. The Board will address the complaint in an appropriate and timely manner. (Board Policy KL)

PROGRAMS FOR STUDENTS WITH DISABILITIES AND SPECIAL NEEDS

Thayer R-II Schools has a vital interest in providing a free and appropriate education for all students. Early intervention is the key to ensuring the success of all students. Our district's goal is to promote success at every educational level.

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools; children who live outside the district but who are attending private school within the district; highly mobile children, such as migrant and homeless children; children who are wards of the state; and children who are suspected of having a disability and in need of special education, even though they are advancing from grade to grade.

Thayer R-II Schools assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, blindness, emotional disorders, hearing impaired and deafness, multiple disabilities, other health impaired, mental retardation and intellectually disabled, orthopedic impaired, specific learning disabilities, speech or language impaired, traumatic brain injury, visually impaired, and young children with mental delay.

Thayer R-II Schools assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps Program.

Thayer R-II Schools assures that personal identifiable information collected, used, or maintained by the agency for the purpose of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the US Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA). (Board Policy IGBA)

RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents of elementary and secondary students certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to: *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)

- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student or student's family;
- Sex behavior or attitudes;

- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Thayer R-II Schools have developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Thayer R-II Schools will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Thayer R-II Schools will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to

participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey.

Thayer R-II Schools will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys.

Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901
(Board Policy JHDA)

SEARCHES BY SCHOOL PERSONNEL

School lockers, desks, and other district property are provided for the convenience of students and, as such, are subject to periodic, unannounced administrative searches.

Student property may be searched based on reasonable suspicion of a violation of district rules, policy or law. Reasonable suspicion must be based on facts known to the administration, credible information or reasonable inference drawn from such facts or information. Searches of student property shall be limited in scope based on the original justification of the search. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses and not in front of other students, unless exigent circumstances exist. (Board Policy JFG)

SURROGATE PARENT PROGRAM

Pursuant to the requirements of state law 162.997-999 RSMo, the State Board of Education is required to appoint a surrogate parent at such time as it becomes evident that a child with a disability does not have a parent or a person acting as a parent to participate in matters dealing with the provision of special education. For purposes of surrogate parent appointment, "parent" is defined as a biological parent, a guardian, or a person acting as a parent of a child including, but not limited to, a grandparent, a stepparent, or a foster parent with whom the child lives. The term does not include the State if the child is a ward of the State. The term does not include a person whose parental rights have been terminated.

Thayer R-II School District is given the responsibility to determine when a child with a disability who requires special education and who resides in the District is without a parent. The District will notify the Missouri Department of Elementary and Secondary Education of the need to appoint a surrogate parent. Training for persons serving as surrogate parents will be provided by the Missouri Department of Elementary and Secondary Education and the District.

If you are interested in volunteering to serve as a surrogate parent, more information can be obtained from the District's surrogate parent contact person, Betty Shrable, Director of Special Services at (417) 264-4600.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the US Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students".

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides

not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a parent
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organization;
 - To comply with judicial order or lawfully issued subpoena
 - Appropriate officials in cases of health and safety emergencies, and
 - State and local authorities, within a juvenile justice system, pursuant to State Law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about the directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN or use the following address below:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520
(Board Policy JO)